

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Municipal Clerk
AGENDA DATE: February 22, 2005
CONTACT PERSON/PHONE: Richarda Momsen, 541-4127
DISTRICT(S) AFFECTED: All

SUBJECT:

APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Approve BT2005-655 to set up an appropriation for scanning equipment, funded by Municipal Court Technology Funds.

BACKGROUND / DISCUSSION:

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?

This item will allow the Court to purchase licenses, scanners and imaging software from dedicated revenue funds established by statute for Municipal Court technology. This will enhance records management and decrease labor hours tied to organizing and filing court documents.

PRIOR COUNCIL ACTION:

Has the Council previously considered this item or a closely related one?

Yes. We have used Court Technology Funds to provide the City's grant match for a COPS grant for electronic tickets.

AMOUNT AND SOURCE OF FUNDING:

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

This item is funded by a \$4.00 Municipal Court Technology Fund court cost imposed on each conviction paid for Class C citations. The funding is being drawn down from fund balance to establish this appropriation. State legislation established the fund through Texas Local Government Code Article 102.0172.

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD: _____

(Example: if RCA is initiated by Purchasing, client department should sign also)
Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____